Skype in the Classroom Cheat Sheet

Sign up for a free Skype Account.

Step 1: Visit the Skype Website.

<https://www.skype.com/en/>

Step 2: Create a free Skype Account.

On the top left click on sign in.

Click on sign up.

Fill in the required fields. (I prefer to use my email instead of my phone number. You have to click on use email instead.)

Don’t give a location just in case you want to Mystery Skype.

Step 3: Launch Skype and login.

\*You may want to install Skype on your computer. If you choose to do this, click on Download skype.

You can download the classic version there or Launch Skype.

You can also just launch from a browser. To do this, first sign in. Then click on your name and click use Skype online.

Step 4: Find a virtual field trip!

Visit: <https://education.microsoft.com/skype-in-the-classroom/overview>

Click sign in at the top and sign in using your Skype info.

Click on virtual field trips on the left bar on the side.

Once you find a virtual field trip, click on it to find out info.

Towards the bottom, click Register for the Virtual Field Trip.

\*After this, different field trips do it differently. Be sure to read what comes up to find out what to do.

To make a Skype call:

Add the person you want to call into your contacts by searching for their Skype name. You can get this from the coordinator of your field trip.

Click on the contact and click on the picture of the video camera (video call).

Sometimes you have to make sure the video is turned on. (Bottom Corner).

It is recommended you test with a coworker before to make sure everything is good.

There are even more ways to use Skype in the Classroom! The following is a great resource for many ideas! Also feel free to give Mystery Skype a try! It is on the same website.

<http://www.teachingdegree.org/2009/06/30/50-awesome-ways-to-use-skype-in-the-classroom/>